

***Washington State Bicycle and Pedestrian  
Advisory Committee  
2003-2005 Business Plan***

BPAC Committee Members

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## **Vision**

The vision for the BPAC is that this group actively advises WSDOT on statewide issues related to non-motorized travel to make Washington a premier biking and walking state.

### **I. Mission Statement:**

Review the various state and local regulations and Department policies affecting non-motorized transportation and advise WSDOT on these regulations and policies.

**Goal A:** Conduct policy review each quarter.

**Objective A1:** Review two related documents quarterly.

**Task A1a:** Coordinator and Chair set agenda.

**Task A1b:** Develop training courses for WSDOT and jurisdiction staff.

**Task A1c:** Work to update projects listed in WSDOT's Highway System Plan.

### **II. Mission Statement:**

Develop the most efficient, economical, safe and equitable non-motorized transportation system.

**Goal A:** Monitor the allocation of funds to non-motorized facilities throughout the state of Washington.

**Objective A1:** Work with WSDOT's Program Management Office to improve tracking of bicycle transportation and pedestrian expenditures.

**Goal B:** Recommend research studies regarding efficient, economical, safe and equitable systems of non-motorized transportation.

**Objective B1:** Review and recommend research proposals annually (spring/summer meeting) to be considered for submission to national research organizations in the fall (e.g., AASHTO, ITE, TRB).

**Goal C:** Collect and disseminate information regarding efficient, economical, safe and equitable systems of non-motorized transportation.

**Objective C1:** Continue to improve and maintain bicycle and pedestrian websites with stakeholder involvement.

**Task C1a:** WSDOT staff develops a bike condition map of rural bike touring routes and urban bike routes on state facilities. Identify deficiencies to bring in funds and partnerships to complete projects.

**Objective C2:** Maintain support related to bicycle transportation from the Secretary of Transportation.

**Task C2a:** Meet regularly with Secretary MacDonald.

**Task C2b:** Invite Secretary BPAC meetings.

**Objective C3:** Continue to develop partnerships with MPOs/RTPOs, OSPI, Dept. of Tourism, MRSC, Dept. of Licensing, Target Zero, WTSC, and other partners.

**Task C3a:** BPAC and Coordinator work to bring in subject experts.

**Task C3b:** Go to other organization meetings.

**III. Mission Statement:** Promote the highest degree of impartiality and objectivity possible in the conduct of committee members relative to all committee activities. It shall be the duty of all committee members to represent bicyclists, walkers and equestrians of the entire state.

**Goal A:** Address statewide issues vs. regional or local agendas.

**Objective A1:** All members have equal voices.

**Task A1a:** Chair and executive committee monitors.

**Task A1b:** Keep Charter, Bylaws, and Highway System Plan updated.

**Goal B:** Improve networking among bicycle transportation and pedestrian interest groups.

**TaskBa:** Initiate at least 6 contacts per year with bicycle transportation and pedestrian interest groups.

**IV. Mission Statement:** Comply with all Department policies relating to citizen participation particularly with reference to the conduct of the Advisory Committee.

**Goal A:** Maintain and support an Executive Committee to ensure compliance and participation.

**Objective A1:** Chair, Vice-Chair, Coordinator, Post-Chair communicate monthly.

## Communication Plan

**Goal A:** Enhance interpersonal communication among BPAC Members.

**Task A1:** Hold monthly conference calls.

**Task A2:** Notify BPAC Members of draft agenda one week in advance.

**Task A3:** Meeting Summary will be sent to the BPAC Members a maximum of one after a meeting.

**Task A4:** Post an updated list of BPAC Members to website and notify BPAC.

**Goal B:** Committee will strive at all times to recruit and develop members who believe in the vision and mission.

**Task B1:** Citizen BPAC members should develop a relationship with WSDOT Region Managers establishing the importance of their role.

**Task B2:** Performance evaluation of BPAC.

**Goal C:** Establish Executive Committee.

**Goal D:** Expand Membership to fill vacancies and add subject experts.

**Goal E:** Improve information about resources.

**Task E1:** Review and update resources.

**Goal F:** Design a qualitative and quantitative – collaborative evaluation of all the BPAC goals to find out if we are achieving them. Conduct the evaluation after 3, 6, and 12 months.

**Task F1:** Produce an annual report to be submitted to the Secretary of Transportation and distributed to other interested parties.